

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: MANAGER PARKS AND CONSERVATION MANAGEMENT

FROM: DIRECTOR ASSETS

FILE REF: 19170 - 19/483069

DATE: 11 December 2019

TENDER 19170 – PROVISION OF IRRIGATION REPLACEMENTS - LIDDELL PARK, TEMPLETON PARK AND ANCHORAGE DRIVE STAGE 2

Issue

To consider Tender No: 19170 - Provision of Irrigation Replacements - Liddell Park, Templeton Park and Anchorage Drive Stage 2.

Background

The irrigation infrastructure at Liddell Park, Girrawheen; Templeton Park, Girrawheen and Anchorage Drive, Mindarie has come to the end of their maintainable life and is due for replacement.

Detail

Tender 19170 - Provision of Irrigation Replacements - Liddell Park, Templeton Park and Anchorage Drive Stage 2 was advertised on Saturday 12 October 2019 and closed on Friday 1 November 2019

Addendum 1 – Extension of closing date was issued 28 October 2019.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Lump Sum and Schedule of Rates
Contract Duration	6 Months
Commencement Date	13 Jan 2020 (Anchorage) 04 May 2020 (Liddell, Templeton)
Expiry Date	June 2020
Extension Permitted	No
Rise and Fall	No

Tender submissions were received from the following:

Elliotts Irrigation Pty Ltd (Elliotts Irrigation)
Horizon West Landscape & Irrigation Pty Ltd (Horizon West)

The Tender Evaluation Panel comprised:

Coordinator – Specialist Parks Contracts
Irrigation Technical Officer – Parks and Conservation Management
Irrigation and Turf Technical officer - Parks and Conservation Management
Maintenance Engineer – Engineering Maintenance
Acting Coordinator Safety Systems

Probity Oversight

Oversight to the tender assessment process was undertaken by William Buck Consulting (WA) Pty Ltd and the City's Contracts Officer. Tender submissions were evaluated in accordance with the Procurement and Evaluation Plan (PEP) which included the following selection criteria:

Item No	Description	Weighting
1	Demonstrated experience installing commercial irrigation	35%
2	Demonstrated available resources to complete the resources in the specified timeframe	35%
3	OH & S	30%

This tender was issued prior to deployment of updated Purchasing Policy. Sustainable procurement criteria were non-weighted.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment. The minimum acceptable baseline for Qualitative Criteria is set at 50% with acceptable minimum scores required for each qualitative criterion.

Evaluation Criteria 1 – Demonstrated experience installing commercial irrigation (35%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's credentials to fulfil the requirements of the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Horizon West	1
Elliotts Irrigation	2

Evaluation Criteria 2 - Demonstrated available resources to complete the resources in the specified timeframe (35%)

The tenderer's resources as presented in their tender submission were assessed in order to evaluate their capacity to meet the requirements of the contract.

Assessment of this criterion considered the tenderer's staff resources, vehicles, plant/equipment and workshop support to manage the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Horizon West	1
Elliotts Irrigation	2

Only Horizon West met the City's requirements for this criterion.

Evaluation Criteria 3 – OH & S (30%)

Evidence of safety and quality management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderers' responses to an Occupational Health and Safety Management System Questionnaire included within the tender documentation.

All tenderers provided details of their safety management systems with the following ranking:

Tenderer	Ranking
Horizon West	1
Elliotts Irrigation	2

Only Horizon West met the City's acceptable baseline requirements for this criterion.

Qualitative Weighted Assessment and Ranking

Tenderer's submissions were reviewed in accordance with the Procurement and Evaluation Plan with the following key observations:

- Price is not weighted and is included in the overall value for money assessment; and
- Submissions were evaluated in accordance with the qualitative criteria and weightings as detailed in the Procurement and Evaluation Plan and were assessed against the necessary resources, previous experience, capability and safety management systems to undertake the contract.

The overall qualitative weighted assessment resulted in the following tenderer ranking:

Tenderer	Ranking
Horizon West	1
Elliotts Irrigation	2

Pricing for Goods & Services Offered (not weighted)

An assessment was made to determine the ranking based on the schedule of rates provided with the tender documentation. The assessment of pricing has resulted in the following ranking:

Separable Portions 1 & 2:

Tenderer	Ranking
Elliotts	1
Horizon West	2

Separable Portions 3 – Only Horizon West submitted for this portion

Tenderer	Ranking
Horizon West	1

Overall Value for Money Assessment and Comment

The tender submission from Horizon West was the only submission that met the minimum requirements for all qualitative criteria and provided pricing for all separable portions in the Tender which demonstrated good value for money when considering the combined contract value and is therefore recommended as the successful tenderer.

Horizon West demonstrated extensive experience in carrying out similar works in active and passive open space and has a good understanding of what is required to achieve the required scope of contract. They met the City's minimum requirements for Health and Safety Management and provided a very good response.

Consultation

Nil

Statutory Compliance

Tenders were invited in accordance with the requirements of Section 3.57 of the *Local Government Act 1995*. The tendering procedures and evaluation complied with the requirements of Part 4 of the *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

The proposal aligns with the following objective with the Strategic Community Plan 2017 – 2027:

- “3. Environment – Built Environment
 - 3.2 – Enhanced Environment
 - 3.4 – Activated Places

Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage
Risk Title	Risk Rating
CO-008 Contract Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage
Risk Title	Risk Rating
CO-013 Workplace Health and Safety	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage
Risk Title	Risk Rating
CO-022 Environmental Factors	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken as part of the tender evaluation process and the outcome of this independent assessment advised that Horizon West has been assessed with a 'sound' financial capacity to meet the requirements of the contract.

Performance Risk

Horizon West have successfully completed irrigation installations under City of Wanneroo Contracts 18058 - Anchorage Drive Irrigation Replacement (2018/19) and 19136 – St Andrews Irrigation Replacement (2019/20). These Projects were completed on budget, in a timely manner with no reported incidences.

Independent reference checks have also indicated that the recommended tenderer has shown professionalism at all times and provided excellent communication with stakeholders and followed project scope and specification.

Social and Environmental Considerations

Horizon West's EMS is certified to ISO14001 and they are committed to the reduction of the life cycle environmental and social impacts of their activities.

Broader Economic Impact Implications for the City of Wanneroo

The Tender document included broader economic impact implications as a non-weighted criterion through the use of a "Buy Local" questionnaire. Horizon West have 20 employees living locally and purchase 80% of goods locally.

Policy Implications

Tenders were invited in accordance with the requirements of the City's Purchasing Policy.

19170 - Provision of Irrigation Replacements - Liddell Park, Templeton Park and Anchorage Drive Stage 2

Financial (Budget) Implications

The tenderer's lump sum price has been accommodated for in the existing PR-1661 capital works budget.

PR-1661 PMO 17022	
Description	\$
Total Budget	\$1,252,033
Total Expenditure/Commitment YTD	\$536,742
Tender 19170 lump sum price	\$615,750
Remaining Funds	\$99,541

Recommendation

That the Chief Executive Officer, in accordance with Delegation 1.1.14 - Choice of Most Advantageous Tender of the Delegated Authority Register for the awarding of tenders ACCEPTS the tender submitted by Horizon West for Tender 19170, for the Provision of Irrigation Replacements - Liddell Park, Templeton Park and Anchorage Drive Stage 2, at a Fixed Lump Sum of \$615,750 contained within the tender submission.

SUBMITTED BY PROJECT OFFICER IRRIGATION



SIGNATURE

12/12/19.

DATE

REVIEWED BY ~~ACTING~~ MANAGER CONTRACTS & PROCUREMENT



SIGNATURE

16/12/19

DATE

ENDORSED BY MANAGER PARKS AND CONSERVATION MANAGEMENT



SIGNATURE

12/12/19

DATE

RECOMMENDED BY ACTING DIRECTOR ASSETS



SIGNATURE

17/12/19

DATE

APPROVED BY CHIEF EXECUTIVE OFFICER



SIGNATURE

20.12.19

DATE